2018 ARTS PROJECT GRANT PROGRAM

G U I D E L I N E S

The City of Bloomington recognizes that the arts are an important part of the culture and economy of the community, and that the City has a responsibility to foster an environment conducive to the community's participation in the arts. Artists, works of art and artistic institutions contribute to the quality of life and the general welfare of the citizens of Bloomington.

Each year the Bloomington Arts Commission makes funds available to support arts activities that align with current areas of focus of the Arts Commission: to cultivate a community in which residents appreciate the value of personal and collective artistic activity, to encourage collaboration in and diversification of artistic activities that are equitable and inclusive, to foster ongoing creativity and innovation, to enhance and support a high level of artistry, and to support the economic vitality and interests of local artists and arts organizations.

New organizations and new programming are vital to the growth of the arts community in Bloomington. Emerging organizations or existing organizations with new projects are encouraged to apply for the Arts Project Grant program. First-time applicants are encouraged to contact staff for assistance in completing the grant application process.

The Arts Project Grant Program supports objectives and priorities identified in the City's Public Art Master Plan and the 2017-2019 BAC Strategic Plan. Applicants are encouraged to read the plans here prior to applying.

PROJECT PERIOD
Projects may begin no earlier than June 1, 2018 and must conclude by May 31, 2019.

ELIGIBILITY
The Arts Project Grant Program is for projects which take place within Bloomington city limits. The program is open to nonprofit organizations, or entities with fiscal sponsorship from nonprofit organizations.

The Arts Project Grant Program does **not** fund:

- Projects completed prior to funding period.
- Activities and performances not available to the general public.
- 100% of project costs. Applicants are required to provide matching funds through other sources.
- Activities and performances planned primarily for fundraising purposes.
- Food, beverages, or other refreshments.
- Capital expenditures as the primary project activity.
- Training expenses as the primary project activity.
- Interest on loans, fines, penalties and/or litigation costs.
- Indirect costs.
- Projects which are longer than one year in duration.
- Individual artists directly. We encourage artists to work with a partner agency, which serves as the applicant and fiscal agent.

EVALUATION CRITERIA

Grant applications are evaluated with four (4) categories. Points are awarded based on the values below.

Artistic Quality (30 points)
- The overall level of artistic excellence achieved in the process of creation and/or in the final artwork.
- For prior grantees: The organization's proven ability to deliver artistic excellence.
- For new applicants: An indication of artistic excellence and a plan to achieve it.

Community Impact (30 points)
- The extent to which the project will equitably and positively impact public understanding, appreciation, or engagement with art.
- The potential for the project to address a particular community need
- The extent to which the project engages underserved populations.

Creativity and Innovation (20 points)
- The overall creativity and innovation exhibited in the project design.
- The extent to which the project diversifies and enriches the local arts environment.
- For prior grantees: The extent to which the project reimagines the organization's standard programming.

Organizational Capacity (20 points)
- The applicant's demonstrated commitment and ability to make the project a success, including activities in marketing and audience development, diversity of funding sources, and the ability to define project outcomes.
- For prior grantees: The extent to which the applicant has demonstrated satisfactory adherence to final reporting and acknowledgment requirements in past applications.

AWARDS
Applicants may apply for up to $2,000.

FINAL REPORT
All grant recipients will be required to submit a Final Report to the BAC within sixty (60) days of project completion. Non-submittal of a final report in a timely manner may negatively impact future funding. If major changes occur from the original application (i.e. scope, location, budget or schedule), notification of such changes must be submitted in writing and approved by the BAC for funding to continue.

REQUIRED ACKNOWLEDGEMENTS
Grantees shall acknowledge receipt of a Bloomington Arts Commission Arts Project grant by use of the Arts Commission's logo and credit line and/or public verbal acknowledgement where appropriate. Evidence of acknowledgement should accompany the completed Final Report. Guidelines for acknowledgement are sent out with grant award notification. A lack of acknowledgement may negatively impact future funding.

MATCHING REQUIREMENT
A variety of revenue sources demonstrates good fiscal planning as well as broad community support and the Arts Project Grant program has a matching fund requirement. Funding requests must include a 1:1 match (a $2,000 project would have a $1,000 grant request and a $1,000 match from the applicant.) In-kind support for the applicant's match portion is capped at 50% (in the previous example the in-kind support would be capped at $500.)

OPPORTUNITIES FOR FEEDBACK
Commissioners and staff will be available to offer individual and group feedback on potential projects. Applicants are strongly encouraged to attend at least one of the following forums:
- City of Bloomington 2018 Arts Funding Opportunities Info Session
  5:30–6:30pm, Wednesday, February 28, 2018, Ivy Tech John Waldron Arts Center.

- Bloomington Arts Commissioner in Residence: BEAD Advisory Committee Meeting
  12-1pm, Monday, March 19, 2018, Hooker Conference Room, City Hall

- Bloomington Arts Commission Arts Project Grants Workshop
  4–5pm, Wednesday, March 21, 2018, Council Chambers, City Hall
- Bloomington Arts Commission Office Hours
  March 26 - April 5, 2018, TBD

HOW TO APPLY
Grantsmanship is a major factor in the review of applications. While an application may be technically eligible, unaddressed evaluation criteria, overly lengthy word counts, non-descriptive narratives, or a lack of financial accuracy or budget clarity may result in a lower score.

Applications are submitted via an electronic online form submittal process. Read the guidelines and instructions on the application form carefully. The application form is available at: https://tinyurl.com/BACGrantApp2018.

Application Deadline: 5:00 p.m., Wednesday, April 11, 2018.

Late applications will not be reviewed.

REVIEW PROCESS
Applications will be discussed and scored by a special committee of commissioners. Final scores and written feedback will be provided upon request.

QUESTIONS?
Contact Assistant Director for the Economic and Sustainable Development of the Arts Sean Starowitz at starowis@bloomington.in.gov or the Bloomington Arts Commission at bac@bloomington.in.gov.